

Spring 2-25-1981

## Senate Meeting February 25, 1981

Academic Senate  
*Illinois State University*

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ACADEMIC SENATE  
(not approved by the Academic Senate)

February 25, 1981

Volume XII, No. 11

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Meetings of the Academic Senate are open to members of the University Community. Persons attending the meetings may participate in discussion with the consent of the Senate.

Persons desiring to bring items to the attention of the Senate may do so by contacting any member of the Senate.

ACADEMIC SENATE MINUTES  
(not approved by the Academic Senate)

February 25, 1981

Volume XII, No. 11

Call to Order

The meeting was called to order by Chairperson Cohen at 7 p.m. Mr. Cohen announced the withdrawal of the Entertainment Committee Constitution as an action item for this meeting and the addition of an information item from Faculty Affairs Committee, business item 2.15.80.1, regarding Appointment, Salary, Promotion, and Tenure (A.S.P.T.) Policies.

Roll Call

Secretary Kohn called the roll and announced that a quorum was present.

Approval of Minutes of February 11, 1981

XII-69 On a motion by Mr. Grever (seconded by Ms. Ritch), the minutes of February 11, 1981, were approved on a voice vote with the following correction noted on page 6: Mr. Friedberg (not Mr. Friedhoff) asked the committee to look into including a Reading Day in the spring semester.

Chairperson's Remarks

Mr. Cohen said that early returns from today's elections to the Academic Senate showed that Mr. Friedhoff, Mr. Tuttle, and Mr. Woodson had been re-elected from the College of Arts and Sciences. Mr. Reitan and Mr. Ritt were also elected from that college.

Administrators' Remarks

Mr. Watkins said the Board of Higher Education would be meeting in Chicago on March 3 and would be approving the second BHE budget distribution which would reflect the Governor's suggested level of funding. The first BHE distribution was \$108 million additional funds; the Governor's level was only \$60 million additional funds. The March 10 meeting of the Board of Regents was scheduled for Sangamon State University to be held in conjunction with a retreat for the board members and university presidents dealing with board and institution relations. The April 23 meeting of the Board would be at Illinois State University.

Mr. Boothe reported that the Budget Team had met earlier in the day and dealt with a projected University deficit of \$650,000, based on the Governor's funding level for higher education. The deficit would be divided along the same percentage lines reported earlier. He said a committee had been appointed to develop a plan which would outline where possible future cuts might be made. The committee was to report back in three weeks. In response to a question by Mr. Woodson, Mr. Boothe said that Vice President Gamsky, Dean White, and Vice President Strand were serving as the committee.

Student Body President's Remarks

Mr. Henriksen reminded the Senate of his State of the Student Association Address scheduled for February 27, 1981, in the Circus Room of the Union, at 3 p.m.

ACTION ITEM

Academic Calendars, 1982-1983 to 1986-1987 (1.26.81.1)\*

Mr. Tuttle, Chairperson of the Administrative Affairs Committee, noted that the Senators had been provided with a set of changes made in the proposed calendars discussed at the last Senate meeting. There were two categories of change. The first concerned reinstating a Reading Day in the spring semester. The Administrative Affairs Committee had input from Ray McKinty, Director of Scheduling and Space, who said the inserted Reading Day would cause minimum hardship, but a few more students would have three exams on one day. Secondly, to avoid the conflict with three home football games which have already been scheduled for the fall of 1982, 1984, and 1985, the fall vacation day was moved one week back for 1982 and one week forward for 1984 and 1985. Mr. Watkins noted that in the future it might be possible to make some adjustment with the Missouri Valley Conference. Mr. Tuttle felt that with a predictable calendar, based on the Academic Senate guidelines, dates for non-academic events could be planned accordingly. He further noted that one graduate class in the College of Education would have an exam on the proposed Reading Day in 1982.

XII-70 Mr. Tuttle moved the approval of the calendars as presented as information at the February 11 meeting with the noted changes relating to the fall break in 1982, 1984, and 1985, and the addition of Spring Reading Days in all five calendars. Mr. Slotter seconded the motion.

X-71 Mr. Henriksen moved to amend the proposed calendars as follows: Classes would resume on October 27, 1982; October 19, 1983; October 17, 1984; October 23, 1985; and October 22, 1987. The fall semester would end on December 17, 1982; December 16, 1983; December 21, 1984; December 20, 1985; and December 19, 1986. The motion was seconded by Mr. Polan. Explaining his amendment, Mr. Henriksen stated that, in effect, he would decrease the number of evaluation days and add a day to fall breaks. While the fall break in the proposed calendars did meet the letter of the guidelines, it violated the spirit. A one-day fall break was ridiculous. The addition of another day would allow for catch-up in academic work and relaxation. Mr. Polan spoke in support of the amendment which would maintain the status quo.

During the following discussion, Mr. Friedhoff proposed an amendment to the amendment which would define fall break as a period of time during which assignments would not be due nor examinations given, with classes being in session as usual. His motion died for lack of a second.

Mr. Boothe pointed to the problems of students having more than two exams in one day and the added pressure faculty would have meeting deadlines during the shorter time period. He wondered if these changes were justifiable under these circumstances.

On a roll call vote, the motion to amend failed 8:33.

Resuming discussion on the original motion, Mr. Sam asked if the College of Education graduate class would every year be asking for an exemption from the exam schedule. Mr. Tuttle reiterated that for Spring 1982 there might be one class affected and the schedule would be worked around the calendar so it would not happen again.



XII-72 Mr. Polan moved to amend the motion by adding Thursday to the fall break each year. The motion was seconded by Ms. Rosebery.

Mr. Kohn asked Mr. Schwalm what the additional day would mean to the sciences and was informed that with Friday gone, the week was already interrupted. Mr. Strand noted that the 750 minutes required for each semester hour might not be accommodated if the amendment passed. Mr. Sam spoke in opposition to the amendment because of his concern for the burden placed on students would could not go home during the breaks. Mr. Spoor wondered if the required number of minutes for Thursday night classes would be met under the amendment; a quick calculation showed they would not. Mr. Morris asked how this was dealt with in the past with two-day breaks and was informed that the guidelines were new. Mr. Friedhoff said that his earlier amendment was intended as a serious suggestion; he expressed concern for the diminution of academic standards and the damage this would do to the future reputation of the university. He reminded the Senate of the considerable academic progress made in recent years and urged not to defeat the purpose of what the university was all about. The reputation of the students in future years would be closely linked to the reputation of the university granting the degree.

Mr. Slotter also spoke against the amendment noting that the Administrative Affairs Committee had followed the spirit of the guidelines which were adopted in a spirit of compromise.

Mr. Henriksen felt that the issue here was not one of academic standards, but that a real fall break was part of the guidelines and there was no need now for compromise. President Watkins said that there were fall breaks at Labor Day and Thanksgiving, and the need for any other fall break was spurious. Mr. Tuttle noted that the issue was indeed one of academic standards. He said that Northern Illinois University, a school with which we compete for students, had decided that a four day break was not wise because class time could not be cut continually.

XII-73 Mr. Shulman moved the previous question. It was seconded by Mr. Hicklin. The motion passed on a voice vote.

On a roll call vote, the amendment proposed by Mr. Polan was defeated 6:36.

XII-74 Mr. Madore moved the previous question. It was seconded by Ms. Ritch. The motion was passed on a voice vote.

The original motion, to adopt the five calendars with the changes proposed by the Administrative Affairs Committee, passed on a voice vote, with some negative votes.

Mr. Barton asked if the dorms would be open over fall break. Mr. Gamsky responded that with a three day break they would be open one year on a trial basis. If serious difficulties were experienced, they would be closed. There would be no food service in the dorms. Mr. Gamsky did not know if the Library and/or Union would be open.

Mr. Friedhoff wanted to propose a motion that would define the nature of fall break as a period when no exams were given or assignments were due, with classes held as scheduled. Mr. Cohen ruled this out of order as it would alter the meaning of the term as we now understand it. It would require

promulgation through the committee system because it was a substantive change. He said the Administrative Affairs Committee could be requested to study the change.

Mr. Kohn asked Mr. Gamsky if International House could be open during breaks, perhaps giving special consideration to students who live 500-1,000 miles from campus. The Vice President for Student Affairs responded by pointing to the cost involved in having a facility open. International House was far more costly to operate and was subsidized by others. The Association of Residence Halls had voted against subsidizing the International Students Program.

Mr. Friedberg asked about a general shutdown of the university between fall and spring semesters. Mr. Strand said that this was being considered for the Christmas through New Year's break for the purpose of energy conservation.

#### INFORMATION ITEMS

##### Student Personnel Selection Code for Senate External Committees (8.29.80.3)

Mr. Henriksen introduced this item in the absence of Ms. Rosebery, Student Affairs Committee Chairperson. He said the proposal grew out of questions raised last year in screening student members of external committees. This was an effort to codify procedures in a manner similar to those covering screening and appointment of students to the Entertainment Committee, the Forum Committee, and the Union Board. There were no questions.

##### 1980 Faculty Appointment, Salary, Promotion, and Tenure Policies (2.15.80.1)

At 7:55 p.m., Mr. Cohen declared a 10-minute recess to allow time for reading the materials distributed for this item.

Following the recess, Mr. Cohen announced that he had asked Mr. Strand to respond in greater detail to Mr. Friedberg's question regarding a shutdown of the university between fall and spring semesters. Mr. Strand said that there were two or three days between Christmas and New Year's which were not tied to established holidays. The proposed plan called for a shutdown to begin at the close of business on December 23, 1981, and reopen on January 4, 1982. All operations would be resumed a full week before the beginning of the second semester classes. Grade reporting would not be affected. There would be selective controls on heat in campus buildings to avoid problems in such areas as Felmley Hall.

Returning to the agenda, Ms. Crafts, Chairperson of the Faculty Affairs Committee, noted that the issue under consideration was the current policy on the evaluation of Department Faculty Status Committee (DFSC) members. According to Section X, B. 4, page 13 of the ISU Faculty Appointment, Salary, Promotion, and Tenure (ASPT) Policies,

Each DFSC will conduct annual merit evaluations of each faculty member subject to the ASPT system assigned to that department, exclusive of members of the DFSC. Each faculty member will be given a rating of either "exceptional merit," "merit," or

"insufficient performance." Merit evaluations for DFSC members will be assigned by the Chairperson of the Department. Concurrently, the DFSC shall conduct evaluations of faculty members who are eligible for promotion and tenure.

The evaluation of DFSC members had presented a problem and the following solution was now being offered:

On a yearly basis and as part of the decisions made regarding the conduct of DFSC matters, each department will determine how DFSC members are to be evaluated on merit and, where relevant, promotion and tenure:

1. By the department chairperson only, or
2. By the peer members of the DFSC, including the department chairperson as a committee member; each member shall be in absentia during his/her evaluation.

Mr. Hicklin asked whether the department chairperson does control the DFSC. Mr. Cohen noted that having served as a member of the committee which revised the ASPT documents, the decision to let DFSC members be evaluated by the chairperson came as a result of collusion of DFSC members. The new proposal would allow the department to decide on which method.

Ms. Brown asked if the current policy had been reviewed since it had been in force. Mr. Boothe said the University Review Committee had reviewed it last spring but it had not been evaluated. Mr. Watkins strongly urged a review by the University Legal Counsel of any change before it was approved in order to ascertain the legal impact. Mr. Kohn stated that more than one method was currently in use and suggested that in the future members of departments determine, by secret ballot, the method they wanted to employ. Mr. Schmaltz pointed out that procedures had previously varied from department to department; under the current proposal there would be a formal vote. Mr. Watkins again strongly urged that the legality of the proposal be determined by requesting an evaluation from the university attorney.

#### Committee Reports

Academic Affairs Committee. Mr. Schmaltz said the committee would meet March 4, at 7 p.m. in Felmley 206. Four business items would be on the agenda: 10.22.80.1, regarding incomplete grades--time limit for completion; 1.20.81.1, regarding giving tests the week prior to the exam period; 11.3.80.1, regarding a change in the description of grades as it appeared in the catalog; and 2.18.81.1, regarding a proposed master's program in Health Education.

Administrative Affairs Committee. Mr. Tuttle said the only item for future meetings would be the suggested definition of fall break.

Faculty Affairs Committee. Ms. Crafts announced the Faculty Affairs Committee would meet on Monday, March 2, at 4:15 in Stevenson 409G.

Joint University Advisory Committee. The next meeting of the Board of Regents will be March 10 at Sangamon State University.

Rules Committee. Mr. Young said the committee would be meeting to discuss a proposal for electing Academic Freedom Committee and Ethics and Grievance Committee members, and having the Chairperson of the Academic Affairs Committee serve on the Academic Planning Committee.

Student Affairs Committee. Mr. Henriksen said the next meeting would be at 12 noon on March 3 in the large Prairie Room of the Union.

#### Communications

Mr. Hicklin reported that he was late in arriving because the Theatre Department had preempted the parking lot next to Stevenson Hall. He knew of no written policy or parking regulation that allowed for this, and strongly protested the action.

Mr. Tuttle read two letters for the record (see appendix, pages 14 and 15). They had not been presented as part of his report because they had not been reviewed by the Administrative Affairs Committee.

#### Adjournment

X -75 On a motion by Mr. Sam (seconded by Ms. Anderson) the meeting adjourned at 8:30 p.m.

For the Academic Senate,

Walter Kohn, Secretary

WK:pch

Date: 2/25/81

Volume No: XII

No. 11

NAME	ATTEN- DANCE	VOTE							VOICE VOTE		
		Motion # 71	Motion # 72	Motion #	Motion #	Motion #	Motion #	Motion #	Motion No.	Y	N
Anderson	P	N	N						69	X	
Balbach	A								70	X	
Barton	P	*	Y						71	8	33
Boothe	P	N	N						72	6	36
Bowen	P	Y	N						73	X	
Brickell	P	N	N						74	X	
Brown	P	N	N						75	X	
Cohen	P	N	N								
Crafts	P	N	N								
Fernandes	P	N	N								
Friedberg	P	N	N								
Friedhoff	P	N	N								
Gamsky	P	N	N								
Gowen	P	N	N								
Grever	P	N	N								
Hemenway	P	N	N								
Henriksen	P	Y	Y								
Hicklin	P	N	N								
Hirt	Ex.										
Holmes	Ex.										
Koerselman	P	N	N								
Kohn	P	N	N								
Kolb	P	Y	N								
Lockhart	P	Y	Y								
Madore	P	N	N								
Metcalf	A										
Morris	P	Y	Y								
Murphy	P	Y	N								
Newby	P	N	N								
Polan	P	Y	Y								
Ritch	P	N	N								
Rosebery	P	Y	Y								
Sam	P	N	N								
Schmaltz	P	N	N								
Schoenbein	A										
Schwalm	P	N	N								
Shulman	P	N	N								
Sigler	P	N	N								
Sloter	P	N	N								
Spoor	P	N	N								
Strand	P	N	N								
Tuttle	P	N	N								
Varner	P	N	N								
Watkins	P	N	N								
Weller	P	*	*								
Wieczorek	P	N	N								
Wolak	A										
Woodson	P	N	N								
Young	P	N	N								
Zunker	A										

\*Arrived after vote was taken.

ACADEMIC CALENDAR

1982-1983

FIRST SEMESTER 1982

August 19	Thursday	Program change for students who have paid their bills
August 20	Friday	Residual registration
August 23	Monday	Classes begin
September 6	Monday	Labor Day
October 16	Saturday	First half semester ends
October 22	Friday	Fall Vacation
October 25	Monday	Classes resume
November 24	Wednesday	Thanksgiving vacation begins 5:30 p.m.
November 29	Monday	Classes resume
December 11	Saturday	Reading Day
December 13	Monday	Begin evaluation period
December 18	Saturday	Fall semester ends

SECOND SEMESTER 1983

January 6	Thursday	Program change for students who have paid their bills
January 7	Friday	Residual registration
January 10	Monday	Classes begin
March 5	Saturday	First half semester ends
March 5	Saturday	Spring vacation begins at noon
March 14	Monday	Classes resume
April 30	Saturday	Reading Day
May 2	Monday	Evaluation period begins
May 6	Friday	Semester ends
May 7	Saturday	Commencement

SUMMER SESSIONS 1983

May 9	Monday	Summer session begins
May 30	Monday	Memorial Day
July 4	Monday	Independence Day
August 5	Friday	Summer session ends

Approved by the Academic Senate, February 25, 1981  
Business Item 1.26.81.1



ACADEMIC CALENDAR

1983-1984

FIRST SEMESTER 1983

August 18	Thursday	Program change for students who have paid their bills
August 19	Friday	Residual registration
August 22	Monday	Classes begin
September 5	Monday	Labor Day
October 14	Friday	Fall Vacation
October 15	Saturday	First half semester ends
October 17	Monday	Classes resume
November 23	Wednesday	Thanksgiving vacation begins 5:30 p.m.
November 28	Monday	Classes resume
December 10	Saturday	Reading Day
December 12	Monday	Begin evaluation period
December 17	Saturday	Fall semester ends

SECOND SEMESTER 1984

January 5	Thursday	Program change for students who have paid their bills
January 6	Friday	Residual registration
January 9	Monday	Classes begin
March 3	Saturday	First half semester ends
March 3	Saturday	Spring vacation begins at noon
March 12	Monday	Classes resume
April 28	Saturday	Reading Day
April 30	Monday	Evaluation period begins
May 4	Friday	Semester ends
May 5	Saturday	Commencement

SUMMER SESSIONS 1984

May 7	Monday	Summer session begins
May 28	Monday	Memorial Day
July 4	Wednesday	Independence Day
August 3	Friday	Summer session ends

Approved by the Academic Senate, February 25, 1981  
Business Item 1.26.81.1

# ACADEMIC CALENDAR 1984-1985

## FIRST SEMESTER 1984

August 23	Thursday	Program change for students who have paid their bills
August 24	Friday	Residual registration
August 27	Monday	Classes begin
September 3	Monday	Labor Day
October 12	Friday	Fall Vacation
October 15	Monday	Classes resume
October 20	Saturday	First half semester ends
October 22	Monday	Classes resume
November 21	Wednesday	Thanksgiving vacation begins 5:30 p.m.
December 15	Saturday	Reading Day
December 17	Monday	Begin evaluation period
December 22	Saturday	Fall semester ends

## SECOND SEMESTER 1985

January 10	Thursday	Program change for students who have paid their bills
January 11	Friday	Residual registration
January 14	Monday	Classes begin
March 9	Saturday	First half semester ends
March 9	Saturday	Spring vacation begins at noon
March 18	Monday	Classes resume
May 4	Saturday	Reading Day
May 6	Monday	Evaluation period begins
May 10	Friday	Semester ends
May 11	Saturday	Commencement

## SUMMER SESSIONS 1985

May 13	Monday	Summer session begins
May 31	Friday	Memorial Day
July 4	Thursday	Independence Day
August 9	Friday	Summer session ends

Approved by the Academic Senate, February 25, 1981  
Business Item 1.26.81.1



ACADEMIC CALENDAR

1985-1986

FIRST SEMESTER 1985

August 22	Thursday	Program change for students who have paid their bills
August 23	Friday	Residual registration
August 26	Monday	Classes begin
September 2	Monday	Labor Day
October 11	Friday	Fall Vacation
October 14	Monday	Classes resume
October 19	Saturday	First half semester ends
November 27	Wednesday	Thanksgiving vacation begins 5:30 p.m.
December 2	Monday	Classes resume
December 14	Saturday	Reading Day
December 16	Monday	Begin evaluation period
December 21	Saturday	Fall semester ends

SECOND SEMESTER 1986

January 9	Thursday	Program change for students who have paid their bills
January 10	Friday	Residual registration
January 13	Monday	Classes begin
March 8	Saturday	First half semester ends
March 8	Saturday	Spring vacation begins at noon
March 17	Monday	Classes resume
May 3	Saturday	Reading Day
May 5	Monday	Evaluation period begins
May 9	Friday	Semester ends
May 10	Saturday	Commencement

SUMMER SESSIONS 1986

May 12	Monday	Summer session begins
May 30	Friday	Memorial Day
July 4	Friday	Independence Day
August 8	Friday	Summer session ends

Approved by the Academic Senate, February 25, 1981  
Business Item 1.26.81.1

ACADEMIC CALENDAR

1986-1987

FIRST SEMESTER 1986

August 21	Thursday	Program change for students who have paid their bills
August 22	Friday	Residual registration
August 25	Monday	Classes begin
September 1	Monday	Labor Day
October 17	Friday	Fall Vacation
October 18	Saturday	First half semester ends
October 20	Monday	Classes resume
November 26	Wednesday	Thanksgiving vacation begins 5:30 p.m.
December 1	Monday	Classes resume
December 13	Saturday	Reading Day
December 15	Monday	Begin evaluation period
December 20	Saturday	Fall semester ends

SECOND SEMESTER 1987

January 8	Thursday	Program change for students who have paid their bills
January 9	Friday	Residual registration
January 12	Monday	Classes begin
March 7	Saturday	Spring vacation begins at noon
March 16	Monday	Classes resume
May 2	Saturday	Reading Day
May 4	Monday	Evaluation period begins
May 8	Friday	Semester ends
May 9	Saturday	Commencement

SUMMER SESSIONS 1987

May 11	Monday	Summer session begins
May 29	Friday	Memorial Day
July 4	Saturday	Independence Day
August 7	Friday	Summer session ends

Approved by the Academic Senate, February 25, 1981  
Business Item 1.26.81.1

Office of Personnel Services

February 4, 1981

George Tuttle  
Chairman, Administrative Affairs  
Committee

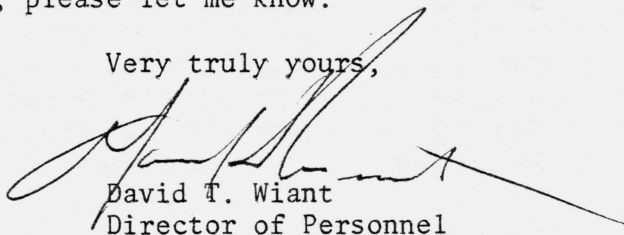
Dear George:

After considerable discussion with the President and his staff administrators, it has been decided that the University will close next Christmas from the close of business December 23rd to January 4, 1982. All of these days are scheduled holidays recommended by the employee council and approved by the President with the exception of December 29th and 30th. In past years the University would have been open on these days, but in an effort to conserve energy and to provide the opportunity for extended vacations, we are going to try the Christmas shutdown concept.

I provide this on an information basis and am of the opinion that it neither requires action or approval of the Administrative Affairs Committee.

If you have any questions, please let me know.

Very truly yours,



David T. Wiant  
Director of Personnel

DTW:kb

cc: Dr. Charles Morris  
Dr. Lloyd Watkins

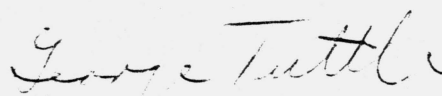
David T. Wiant  
Director of Personnel

I want to thank you for your information item of February 4, 1981 re: closing of the University December 29 and 30. I find no objection to the reasons provided for the closing of those additional dates. Therefore, I will not take the item to the rest of the Academic Senate for action but only as a communication item.

However, let me take this opportunity to point out that such a closing should result from a decision which includes input from the Academic Senate. My reason is that the action could have some impact on the academic community. Many faculty members find it necessary to continue research and writing projects at times when classes are not in session. Given the unusually heavy instructional loads, often there are no other times for faculty to meet their research and writing obligations which are by APT definition, part of the expected work of permanent line faculty.

Thank you for providing information to the Academic Senate. I hope you will agree that the faculty needs require consideration in the decision making process.

cc: Dr. Charles Morris  
Dr. Lyoyd Watkins



George Tuttle, Chairperson  
Administrative Affairs Committee  
of the Academic Senate  
February 25, 1981